



Office for Standards
in Education

DAY CARE INSPECTION REPORT

URN 123055

INSPECTION DETAILS

Inspection Date 29/07/2003
Inspector Name Tracy Maria Clarke

SETTING DETAILS

Day Care Type Out of School Day Care
Setting Name Alton Children's Centre
Setting Address Ellisfield Drive
Roehampton
London
SW15 4DR

REGISTERED PROVIDER DETAILS

Name Wandsworth Borough Council Play Services

ORGANISATION DETAILS

Name Wandsworth Borough Council Play Services
Address Leisure and Amenity Services Dept, Hut 1, Rear Car Park
Wandsworth Town Hall, Wandsworth High Street
London
SW18 2PU

ABOUT THE INSPECTION

The purpose of this inspection is to assure government, parents and the public of the quality and standard of day care. When making judgements, inspectors have regard to how well the provider meets the National Standards for under Eights Day Care and Childminding. A list of these is attached. The report identifies strengths and areas for improvement.

This inspection report must be made available to all parents.

Information about the setting

The Alton Children's Centre has been registered since 1996.

It is based in self contained, purpose built premises, which are situated in Roehampton, as part of the Alton Housing Estate. The area is well served by public transport, and there are several childcare groups locally. The Alton Children's Centre operates as both an Open Access facility; during term times, and as a Holiday Play centre; during school holidays. Both facilities are operated by the local authority.

The premises consist of a large playroom, sensory room, kitchen, office, toilets and outside play area. The Open Access facility accommodates up to 60 children in total, aged from five upwards. Whilst the Holiday Play centre provides care for a maximum of 33 children in total, aged from three upwards.

There are sufficient staff on duty to meet child: staff ratios, with additional staff attending, when there are children with special needs who require additional support.

On the day of the inspection there were six staff available, three of whom held relevant childcare and teaching qualifications, and three whom have a varied range of experience. During term times, two of the four staff who regularly attend, hold relevant childcare qualifications.

On the day of the inspection there were no children with special needs in attendance, and no children with English as an additional language.

How good is the Day Care?

The Alton Children's Centre provides satisfactory care for children.

The premises are clean, bright, warm and welcoming. There is appropriate space for children to play, within a safe and child friendly environment. Staff organise resources and space effectively to ensure children are able to access a wide range of areas and equipment. Appropriate policies and procedures are provided, and many are displayed for parents. Children's records are also well kept. However some documentation was not easily accessible and medication storage needs to be improved.

The majority of the staff team are experienced and provide children with a broad

range of activities which extends their learning and development. A varied range of age appropriate and safely made equipment is also accessible to children. Staff encourage children in their play and provide a caring and stimulating environment. They also provide children with positive praise to encourage good behaviour.

Staff provide information for parents, and share information about children's individual needs. However, they would further benefit from providing information about the daily activities undertaken.

The centre takes an inclusive approach, and has appropriate systems to meet the individual needs of children with special needs. Equality of opportunity is also promoted through a wide range of resources which reflect positive images.

What has improved since the last inspection?

Twenty actions were made at the last inspection. Of these, eighteen have been met in full, one has been partially met, resulting in a recommendation at this inspection, and one is no longer applicable, following an agreement that all staff details may be held centrally.

Seven actions related the health and safety issues, and since the last inspection a broken glass door has been repaired, the outside area has been made more secure, fire drills are carried out frequently, a cupboard has been fixed, an environmental health visit has been undertaken, staff preparing food at the open access facility have undertaken food hygiene training and children's access to the kitchen is restricted when food is being cooked.

Thirteen actions related to policies, records and documentation, and since the last inspection the equal opportunities policy, complaints procedure, children's records and medication records have all been revised. Staff now record their daily arrival and departure times and the accident book is signed by parents.

The accident record still needs revising to ensure confidentiality is maintained, and it has now been agreed that staff records may be held centrally.

What is being done well?

- Staff plan and provide a broad range of age appropriate activities, which encourage children in their developmental progress.
- The premises are warm, clean, bright and welcoming. Children are able to move freely and independently from the indoor to the outdoor area, whilst being appropriately supervised by staff. The outside area is available to children at all times, weather permitting, and provides a safe, secure and challenging environment for children.
- A good range of toys and resources are available for children, which are well made, accessible and promote equality of opportunity
- Staff are aware of children's individual needs, including dietary requirements

and allergies. They have effective systems in place to promote an inclusive environment for children with special needs.

- Positive praise and encouragement is used by the staff team, to encourage children to behave well.

What needs to be improved?

- review current filing systems to ensure records can be easily retrieved
- ensure staff are aware of the procedures to be followed when children arrive with existing injuries
- revise the child protection procedures to include notification to OFSTED when staff are alleged to have abused a child
- ensure children who need to sleep are provided with appropriate equipment and bed linen
- revise the system of recording accidents to ensure confidentiality
- ensure medication is stored safely
- make drinking water more easily accessible to children throughout the day
- provide parents with information about daily activities

Outcome of the inspection

Satisfactory

CONDITIONS OF REGISTRATION

All registered persons must comply with all conditions of registration included on his/her certificate of registration.

As a result of this inspection conditions of registration have been imposed / varied / removed and a new certificate of registration will be issued.

WHAT NEEDS TO BE DONE NEXT?

The Registered Person must take the following actions by the date shown

Std	Action	Date
14	devise a lost child policy	16/08/2003

The Registered Person should have regard to the following recommendations by the time of the next inspection

Std	Recommendation
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6	provide appropriate, clean bed linen and equipment for children who need to sleep
7	revise accident recording to ensure that each child's accident entry remains confidential, and cannot be seen by other parents
7	ensure medication is stored in a safe manner
8	ensure drinking water is accessible to children during all times of the day
9	ensure staff are aware of the children who need to sleep, so that adequate arrangements can be put in place
12	ensure parents are aware of the activities their child has taken part in
13	ensure staff are aware of the action to take should a child arrive with an existing injury
13	revise the staff child protection procedure, to include notification to Ofsted when an allegation of abuse is made against a member of staff
14	re-organise filing systems to ensure records, files and policies can be easily retrieved

SUMMARY OF NATIONAL STANDARDS

STANDARD 1 - SUITABLE PERSON

Adults providing day care, looking after children or having unsupervised access to them are suitable to do so.

STANDARD 2 - ORGANISATION

The registered person meets required adult: child ratios, ensures that training and qualifications requirements are met and organises space and resources to meet the children's needs effectively.

STANDARD 3 - CARE, LEARNING AND PLAY

The registered person meets children's individual needs and promotes their welfare. They plan and provide activities and play opportunities to develop children's emotional, physical, social and intellectual capabilities.

STANDARD 4 - PHYSICAL ENVIRONMENT

The premises are safe, secure and suitable for their purpose. They provide adequate space in an appropriate location, are welcoming to children and offer access to the necessary facilities for a range of activities which promote their development.

STANDARD 5 - EQUIPMENT

Furniture, equipment and toys are provided which are appropriate for their purpose and help to create an accessible and stimulating environment. They are of suitable design and condition, well maintained and conform to safety standards.

STANDARD 6 - SAFETY

The registered person takes positive steps to promote safety within the setting and on outings and ensures proper precautions are taken to prevent accidents.

STANDARD 7 - HEALTH

The registered person promotes the good health of children and takes positive steps to prevent the spread of infection and appropriate measures when they are ill.

STANDARD 8 - FOOD AND DRINK

Children are provided with regular drinks and food in adequate quantities for their needs. Food and drink is properly prepared, nutritious and complies with dietary and religious requirements.

STANDARD 9 - EQUAL OPPORTUNITIES

The registered person and staff actively promote equality of opportunity and anti-discriminatory practice for all children.

STANDARD 10 - SPECIAL NEEDS (INCLUDING SPECIAL EDUCATIONAL NEEDS AND DISABILITIES)

The registered person is aware that some children may have special needs and is

proactive in ensuring that appropriate action can be taken when such a child is identified or admitted to the provision. Steps are taken to promote the welfare and development of the child within the setting in partnership with the parents and other relevant parties.

STANDARD 11 - BEHAVIOUR

Adults caring for children in the provision are able to manage a wide range of children's behaviour in a way which promotes their welfare and development.

STANDARD 12 - WORKING IN PARTNERSHIP WITH PARENTS AND CARERS

The registered person and staff work in partnership with parents and to meet the needs of the children, both individually and as a group. Information is shared.

STANDARD 13 - CHILD PROTECTION

The registered person complies with local child protection procedures approved by the Area Child Protection Committee and ensures that all adults working and looking after children in the provision are able to put the procedures into practice.

STANDARD 14 - DOCUMENTATION

Records, policies and procedures which are required for the efficient and safe management of the provision, or to promote the welfare, care and learning of children are maintained. Records about individual children are shared with the child's parent.